

December 6, 1971

Mr. Marshall Wolff  
National Newark & Essex Bank  
744 Broad Street  
Newark, New Jersey

Dear Mr. Wolff:

Submitted herewith are expenditures for BICC for the first eight months of our current fiscal year together with a comparison to the twelve months budget.

	8 months	12 months
	April 1 - Nov. 30	Budget
Salaries	32,995.76	43,500.00
FICA and City Tax	1,180.06	1,700.00
Blue Cross	771.80	700.00
Rent	3,000.00	4,500.00
Postage	1,192.71	1,500.00
Stationery & Printing	3,587.01	1,800.00
Telephone	1,003.80	1,500.00
Equipment & Fixtures	250.00	500.00
Maintenance & Insurance	686.56	500.00
Public Relations	1,583.26	1,000.00
Books, Subscriptions, etc.	31.80	200.00
Petty Cash & Travel	423.62	600.00
	<u>46,706.38</u>	<u>58,000.00</u>

Please ask the Greater Newark Chamber of Commerce to remit their check, payable to the order of B.I.C.C., to me in the amount of \$7,444.98. This amount represents the above listed expenditures less the Chamber's prior remittances in the amount of \$39,261.40.

Very truly yours,

G. F. Birmingham

GFB:EGH

CC: Richard Proctor  
Roland Stewart